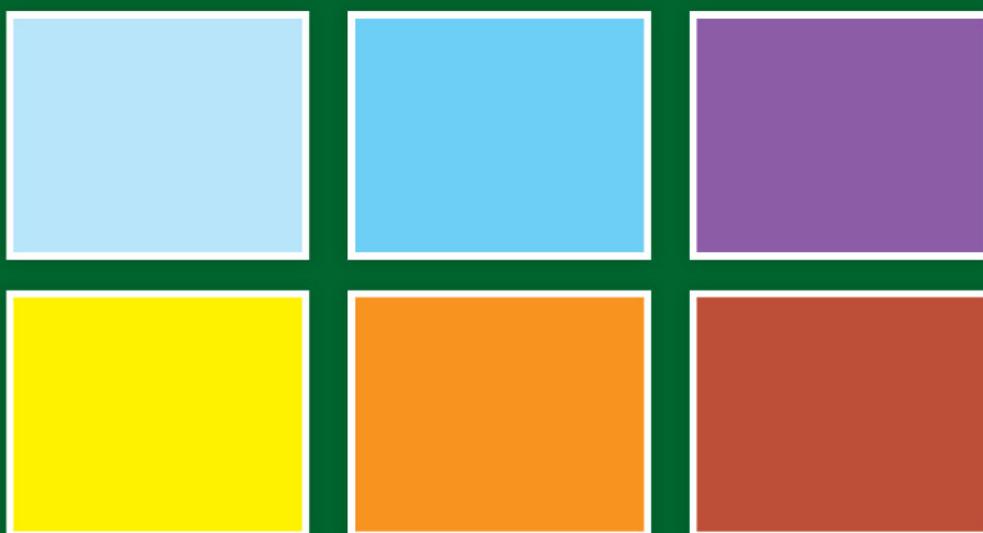




Rother Local Plan Local Development Scheme



May 2018

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1. Introduction

Context

- 1.1 Rother has a population of 93,966 (March 2018) and covers some 200 square miles. The main settlements are Bexhill and the historic towns of Battle and Rye. Otherwise, the District is mainly rural in character with dispersed villages. Some 83% of the District lies within the High Weald Area of Outstanding Natural Beauty.
- 1.2 Rother District Council is the Local Planning Authority responsible for preparing a Local Plan for its area to guide development in the district in accordance with relevant Regulations¹ and in line with the National Planning Policy Framework² (NPPF) and Planning Practice Guidance³ on local plan preparation.

Purpose

- 1.3 This Local Development Scheme (LDS) sets out the Council's programme for preparing its Local Plan and related documents, explaining their scope, area and timetable. It relates to the period May 2018 – May 2021.
- 1.4 The primary purpose of this LDS is to provide a publicly accessible, up-to-date reference, so that the Council's current policy framework, its programme for further plan-making and the opportunities for contributing to these are clear to all interested parties. It is prepared in accordance with legal requirements.⁴
- 1.5 This revised LDS updates the earlier LDS published in September 2017. The revision has been necessary to reflect slippage, mainly due to a high volume of neighbourhood plan work, staff absences and responding to issues raised about Habitats Regulations requirements. Progress is continually monitored and if any further revisions to the programmes set out are required, these will be publicised in an updated LDS.

Scope

- 1.6 The LDS focuses on the preparation of the Council's 'Local Plan', as this forms part of the statutory '*development plan*' for the area and legislation states⁵ that applications for planning permission should be determined in accordance with the 'development plan' unless material considerations indicate otherwise.

¹ The Town and Country Planning (Local Planning) (England) Regulations 2012

² https://www.gov.uk/government/uploads/system/uploads/attachment_data/file/6077/2116950.pdf

³ <http://planningguidance.planningportal.gov.uk/>

⁴ S15 of the Planning & Compulsory Purchase Act 2004, as amended

⁵ S38(6) of the Planning and Compulsory Purchase Act 2004 and S70(2) of the Town and Country Planning Act 1990

- 1.7 In Rother, the Local Plan will effectively be in two parts. The first part, the Local Plan Core Strategy which sets the overall spatial vision and development strategy for the district including key policies, was adopted (approved) in September 2014. Attention is now on producing “part two” – the Development and Site Allocations (DaSA) Local Plan. This will both allocate specific sites for development and provide more detailed policies on a number of topics in line with the Core Strategy. Complementary work via preparation of Supplementary Planning Documents (SPDs) is also planned, although these programmes are subject to further review following the examination of the DaSA Local Plan.
- 1.8 Looking beyond the current DaSA Local Plan, the LDS also sets a programme for a review of the Core Strategy, which will commence following publication of the ‘Submission’ version of the DaSA Local Plan.

2. Overview

Current documents, including ‘development plan’ documents

Development Plan documents

- 2.1 At present, the ‘development plan’ for Rother comprises the:
- [Rother Local Plan Core Strategy](#) (adopted September 2014)
 - ‘Saved’ policies of the [Rother District Local Plan 2006](#)
 - [Waste and Minerals Plan](#) (adopted February 2013)
 - [Waste and Minerals Sites Plan](#) (adopted February 2017)
 - [Sedlescombe Neighbourhood Plan](#) (made April 2018)
- 2.2 Saved Local Plan 2006 policies are set out at Appendix 2. These policies carry ‘due weight’, having regard to their degree of compliance with the NPPF. The Council has assessed⁶ that these policies are compliant with the NPPF. However, it is recognised that, in order to meet the development requirements of the Core Strategy, the allocation of further sites will be needed for number of settlements and that will involve a review of their ‘development boundaries’.
- 2.3 All saved policies will be replaced by the forthcoming ‘Development and Site Allocations Plan (see below), except those relating to sites wholly within Neighbourhood Areas where Neighbourhood Plans are well advanced. In those areas, allocations will remain in place until the relevant Neighbourhood Plan is ‘made’ (approved).

Supplementary Planning Documents

- 2.4 The following Supplementary Planning Documents (SPDs) also form part of the planning policy framework for Rother District:
- [Camber Village SPD](#) (adopted May 2014)
 - [North East Bexhill SPD](#) (adopted June 2009)
 - [Affordable Housing SPD](#) (adopted October 2006)⁷

Other documents

- 2.5 The Council has published guidance on ‘[Financial contributions for affordable housing from small sites in the High Weald AONB](#)’

⁶ [http://www.rother.gov.uk/media/pdf/0/9/Saved_Local_Plan_Policies_Compliance_with_NPPF_-_Cabinet_Report_\(July_2012\).pdf](http://www.rother.gov.uk/media/pdf/0/9/Saved_Local_Plan_Policies_Compliance_with_NPPF_-_Cabinet_Report_(July_2012).pdf)

⁷ NB This has been substantially superseded by the Core Strategy and national changes, but has not been formally revoked.

- 2.6 The approach to engagement in plan-making, as well as in relation to planning applications is contained in its [Statement of Community Involvement](#) (SCI)⁸.
- 2.7 The Council has adopted a [Community Infrastructure Levy \(CIL\)](#) to raise contributions for the provision of new infrastructure to support sustainable growth. The [CIL Charging Schedule](#) sets out the levy that applies to specified types of development, subject to exemptions set out in regulations.
- 2.8 The Council published the [Brownfield Land Register](#) in December 2017 in line with a new duty, through the Housing and Planning Act (2016), which requires local planning authorities to prepare, maintain and publish a register of brownfield land (also known as previously developed land) which the Council has assessed as being potentially suitable for residential development. The current iteration of the Register provides information on brownfield land that is suitable for housing, as at 1 October 2017. The Register will then be used to monitor the Government's commitment to the delivery of brownfield sites.

Documents to be prepared over the next 3 years

'Development and Site Allocations (DaSA) Local Plan'

- 2.9 Following on from adoption of the Local Plan Core Strategy, preparation of the DaSA Local Plan is the Council's top priority.
- 2.10 This Plan will identify the sites needed to help fulfil the Core Strategy's development requirements. It will also review existing 'development boundaries' and contain related detailed policies for the management of development. The 'Policies Map' will be updated at the same time.
- 2.11 To date, an '[Options and Preferred Options](#)' version of the DaSA Local Plan has been published for public consultation, which took place between December 2016 and February 2017.
- 2.12 Comments received during the consultation period are available to view online and these are now being reviewed to inform the final draft 'submission' Plan.

Supplementary Planning Documents

- 2.13 The Council proposes to review the current [Affordable Housing SPD](#) to be consistent with, and provide detailed guidance to support, the Core Strategy policies on local housing needs, subject to any amendments contained within the forthcoming DaSA.
- 2.14 A further SPD is also envisaged to carry forward the major, comprehensive development allocation proposed in the DaSA Local Plan for land at North Bexhill. The scope and timetable for this is dependent on the progress of the related land allocations in the DaSA.

⁸ Adopted December 2015

Update to the Statement of Community Involvement (SCI)

- 2.15 The SCI provides information on how the community can become involved with the preparation of planning policy documents and the determination of planning applications.
- 2.16 It also sets out how we will notify and consult all interested groups and ensure equality, including engaging with "hard to reach" groups. It details which particular plans require public involvement and how and at what stage there are opportunities to be involved.
- 2.17 The recent Neighbourhood Planning Act (2017) has inserted a number of changes to the Planning & Compulsory Purchase Act, these include some additional requirements in relation to the SCI. Notably, the Council's approach for giving advice or assistance in relation to neighbourhood planning initiatives (i.e. Neighbourhood Plans; Neighbourhood Development Orders; & Community Right to Build Orders).

Annual update on the Brownfield Land Register

- 2.18 The Council will produce an annual update to the Brownfield Land Register and comprises of sites which the Council has assessed as being potentially suitable for residential development. The Register will then be used to monitor the Government's commitment to the delivery of brownfield sites.
- 2.19 The Register comprises of a standard set of information, prescribed by the Government, to help provide certainty for developers and communities and encourage investment in local areas.

Local Plan Review

- 2.20 The current Core Strategy looks forward to 2028, only 9 years after the expected adoption of the DaSA Local Plan. In order to maintain an up-to-date local plan with a sufficiently forward looking timescale, it will be necessary to undertake a review at least of its development provisions, to ensure policies remain current.
- 2.21 It is planned that this work will begin later this year, following publication of the Submission version of the DaSA.
- 2.22 The programme for all the above documents is summarised in section 3 below and elaborated upon in Appendix 3.

Neighbourhood Plans

- 2.23 In addition to the above plans and documents, Neighbourhood Plans (NPs) prepared by several Town and Parish Councils also constitute 'development plan' documents.

2.24 While the timetables for their preparation are the responsibility of the respective local Councils, an up-to-date overview of the progress of Neighbourhood Plans is maintained on the Neighbourhood Planning page of the District Council's website [here](#)⁹. The current (May 2018) position for each designated Neighbourhood Area is summarised below.

Made (Adopted) Neighbourhood Plans

- Sedlescombe Neighbourhood Plan (SNP)
The Sedlescombe Neighbourhood Plan (was 'made' by Full Council on 23 April 2018 and now forms part of the Development Plan for Sedlescombe Parish.

Plans at Referendum Stage

- Salehurst & Robertsbridge Neighbourhood Plan (SRNP)
SNRP is proceeding to referendum which is due to take place on 31 May 2018.

Plans at Pre-Submission (Regulation 14) Stage

- Ticehurst Neighbourhood Plan (TNP)
The TNP Regulation 14 pre-submission consultation took place between 2 January and 14 February 2018.
- Crowhurst Neighbourhood Plan (CNP)
The CNP Regulation 14 pre-submission consultation took place between 13 January and 26 February 2018.
- Rye Neighbourhood Plan (RNP)
The RNP Regulation 14 pre-submission consultation took place between 23 February and 6 April 2018.

Plans in preparation

- Etchingham Neighbourhood Plan (ENP)
- Battle Neighbourhood Plan (BNP)
- Burwash Neighbourhood Plan (BWNP)
- Hurst Green Neighbourhood Plan (HGNP)

NB Fairlight Neighbourhood Plan (FNP) - In February 2018, Fairlight Parish Council decided not to proceed with the NP and as a result it is treated as abandoned.

⁹ <http://www.rother.gov.uk/neighbourhoodplans>

3. Programme

3.1 The table below summarises the broad nature and programme of each planning policy document to be prepared over the next 3 years. This is elaborated upon by the ‘profiles’ for individual documents in Appendix 3 and the Chart at Figure 1.

Programme for preparing planning policy documents May 2018 – May 2021

Document	Role and scope	Area coverage	Public engagement periods	Target Adoption date
Development and Site Allocations Local Plan	This will allocate land for development and provide more detailed policies in line with the Core Strategy.	District-wide	Oct/Nov 2018	June 2019
Statement of Community Involvement (SCI)	The SCI explains how the Council will involve local communities, businesses and other interested parties when it prepares its planning policies and determines planning applications.	District-wide	Oct/Nov 2018	Jan 2019
Updated Affordable Housing SPD	This will provide guidance on the application of Core Strategy policies for the delivery of affordable homes.	District-wide	March/Apr 2019	Jul 2019
North Bexhill SPD	This will refine and elaborate on the DaSA allocation to ensure the development is planned comprehensively. It will cover the nature and layout of respective land uses, their relationship with each other and their surroundings, the provision of supporting infrastructure and the development programme for the allocation.	North Bexhill	Mar/Apr 2019	Jul 2019
Brownfield Land Register	This Register provides up-to-date, publicly available information on brownfield land that is suitable for housing.	District-wide	As required under the Regulations	Reviewed at least once a year by end of December each year.
Local Plan Review	Reviews the spatial vision, strategy and policies of the Core Strategy and respective development allocations.	District-Wide in relation to strategic policies	Sept-Oct 2019 March-April 2020	Dec 2020

3.2 The programmes for the Affordable Housing and North Bexhill SPDs are provisional and subject to the outcome of the DaSA Local Plan process. Details about the management of the plan-making process, including responsibilities, resources and risk management, are set out in Appendix 3.

Appendix 1: Glossary of Terms

<i>Community Infrastructure Levy (CIL)</i>	The Community Infrastructure Levy (CIL) is a planning charge provided under the Planning Act 2008 and the Community Infrastructure Levy Regulations 2010, as amended, that a local planning authority may apply to development in order to raise funds for infrastructure to support sustainable growth.
<i>Core Strategy</i>	The part of the Local Plan that sets out the spatial vision and overall development strategy for district, including key policies.
<i>Duty to Cooperate</i>	A duty upon local planning authorities and some other bodies under the Localism Act 2011 to ‘engage constructively, actively and on an ongoing basis’ in relation to strategic, cross-boundary planning matters.
<i>Local Development Scheme (LDS)</i>	The document which sets out a three year timetable for producing the documents within the Local Plan.
<i>Local Plan</i>	Local Plan is the collective term given to the Council’s development plan documents, namely the ‘Core Strategy’ and the ‘Development & Site Allocations Plan’.
<i>Local Plan Monitoring Report (LPMR)</i>	This provides an at least annual review of progress in preparing the Local Plan, the amount of housing and other development against Plan targets and the effectiveness of policies.
<i>Neighbourhood Plans</i>	Plans prepared by Town/Parish Councils or other qualifying bodies to guide development in the local area but in general conformity with the local planning authority’s strategic policies.
<i>Statement of Community Involvement (SCI)</i>	The SCI sets out the protocols for engagement in the development of planning policy documents and major planning applications.
<i>Supplementary Planning Document (SPD)</i>	An SPD is a non-statutory document which elaborates upon a policy or proposal in a (statutory) Development Plan Document.
<i>Sustainability Appraisal</i>	An appraisal of the social, economic and environmental implications of a strategy, policies and proposals, to ensure that they contribute to sustainable development. The environmental component may also implement the requirements for a Strategic Environmental Assessment.

Appendix 2: Schedule of Saved Policies

All Rother District Local Plan 2006 policies were saved under a Direction by the Secretary of State in 2009. Subsequent to that a number of policies have been superseded upon adoption of the Core Strategy. In addition, a couple of policies were identified as not wholly compliant with the NPPF, while site allocations (including the construction of the Bexhill Hastings Link Road) where development has now been completed are also omitted from the schedule below.

All the policies identified will continue to be saved until the 'Development and Site Allocations Plan' is adopted, or until the relevant Neighbourhood Plan is 'made', at which point they will also be superseded¹⁰. It does not necessarily follow that every policy will be directly replaced, as the need for as well as the nature of policies required to properly manage development will be reassessed as part of the relevant plan-making process.

RDLP 2006 Saved Policies	
Chapter 4 – Development Strategy	
Policy DS3	Proposals within development boundaries
Policy DS5	Strategic gaps
Policy DS6	Managing housing release (excluding part (iv))
Chapter 6 – Housing Developments	
Policy HG5	Residential mobile homes
Policy HG7	Retention of existing housing stock
Policy HG8	Extensions and alterations to existing dwellings
Policy HG9	Extensions to residential curtilages
Chapter 7 – Community Facilities	
Policy CF4	Provision of play areas
Policy CF5	Equestrian development
Policy CF6	Provision of public art
Chapter 9 – Employment Developments	
Policy EM4	Marley Lane – Land at Rutherfords Business Park
Policy EM5	Marley Lane – Land adjacent to DB Earthmoving
Policy EM8	Extension of steam railway from Bodiam to Robertsbridge
Policy EM10	Chalet, caravan and camping accommodation
Policy EM12	Winter storage of caravans
Policy EM13	Shopping and related commercial development in town/district centres

¹⁰ Excepting where they are covered by Designated Neighbourhood Plan areas, which will only be replaced when the respective Neighbourhood Plan is 'made'

RDLP 2006 Saved Policies	
Chapter 10 – Bexhill	
Policy BX2	Land north of Pebsham
Policy BX3	Land north of Sidley
Policy BX4	Countryside Park
Policy BX5	Town centre
Policy BX6	Town centre development area
Policy BX7	Town centre office area
Policy BX9	High School and Drill Halls, Down Road
Policy BX10	Cemetery extension
Chapter 11 - Battle	
Policy BT2	Land at Blackfriars
Policy BT3	Land at North Trade Road
Chapter 12 – Rye and Rye Harbour	
Policy RY3	Land adjacent to Rock Channel
Policy RY4	Former Thomas Peacocke Lower School
Policy RY6	Town centre
Policy RY7	Rye Harbour Road Employment Area
Policy RY8	Land adjacent to Stonework Cottages, Rye Harbour
Chapter 13 - Villages	
Policy VL1	Land South-west of Strand Meadow, Burwash
Policy VL3	Land adjacent to Fairlight Gardens, Fairlight Cove
Policy VL7	Land at Grove Farm, Robertsbridge
Policy VL8	Land adjacent to Culverwells, Robertsbridge
Policy VL9	Land off Moor Lane, Westfield
Policy VL10	Extension to Wheel Farm Business Park
Policy VL11	Land at Westfield Down, Westfield
Policy VL12	Victoria Way and land south of Harbour Farm, Winchelsea Beach
Chapter 14 – Hastings Fringes	
Policy HF1	Land off Burgess Road

The following policies, although saved from the Rother District Local Plan (2006), are either currently under construction or have been completed and therefore have not been included within the table:

- Policy BX8 Former Galley Hill depot, Ashdown Road
- Policy RY5 Land north of Udimore Road
- Policy HF2 Land off Woodlands Way
- Policy VL2 Land west of Etchingham
- Policy VL4 Land at Corner Farm, Flimwell
- Policy VL5 Land west of Old Wardsdown
- Policy VL6 Land east of Village Hall at Northiam

Appendix 3: Planning policy documents: Profiles

Development and Site Allocations (DaSA) Local Plan

<i>Development and Site Allocations (DaSA) Local Plan</i>	
Document Details	
Role & Subject	Housing, employment and other land uses will be allocated in accordance with the Core Strategy
Geographical Coverage	District-wide
Status	Development Plan Document
Conformity	Core Strategy, Government Policy
Timeframe	Up to 2028
Key Milestones	
Approval of Submission Plan	Oct 2018
Public consultation on Submission Plan	Oct 2018 - Nov 2018
Submission	Jan 2019
Examination	May 2019
Adoption	Aug 2019
Production arrangements	
Management	See Appendix 4
Information requirements	Sustainability Assessments Public services and infrastructure assessments, including access arrangements Other site assessments, including landscape, ecology, flood risk, ground conditions, etc. as appropriate Viability assessments
Risk Assessment	See Appendix 4 The main risks specific to this programme are: - High complexity of evidence requirements - High volume of representations - Staff resources/access to specialist advice

Updated Statement of Community Involvement (SCI)

Statement of Community Involvement (SCI)	
Document Details	
Role & Subject	To provide details of the Council's approach to engagement in plan-making, as well as in relation to planning applications.
Geographical Coverage	District-wide
Status	Statement of Community Involvement
Timeframe	Up to 2028
Key Milestones	
Evidence gathering	Up to Sept 2018
Cabinet approval of Draft SCI	Oct 2018
Public consultation on Draft SCI	Oct – Nov 2018
Cabinet consideration of responses to consultation and adoption of SCI	Jan 2019
Production arrangements	
Management	See Appendix 4
Information requirements	- Statutory provisions - Previous Council decisions
Risk Assessment	See Appendix 4 The main risks are: - Changes in Government policy - High volume of representations - Staff resources

Local Plan Review

Local Plan Review, including Core Strategy	
Document Details	
Role & Subject	Statement of the vision, objectives and spatial strategy for the District to include the scale, type and distribution of development, as well as strategic topic policies.
Geographical Coverage	District-wide
Status	Development Plan Documents
Conformity	Government Policy
Timeframe	Up to 2036
Key Milestones	
Consulting statutory bodies on scope of the Sustainability Appraisal	Oct 2018 - Dec 2018
Evidence gathering	Oct 2018 - Jun 2019
Approval of Future Scenarios document	Aug 2019
Future scenarios consultation	Sep 2019 - Oct 2019
Approval of Submission Plan	Feb 2020
Public consultation on Submission Plan	Mar 2020 - Apr 2020
Submission	Jun 2020
Examination	Sep 2020
Adoption	Dec 2020
Production arrangements	
Management	See appendix 4
Information requirements	In line with NPPF
Risk Assessment	See appendix 4 The main risks specific to this DPD are: Significant changes to national policy Staffing High response levels Developing new evidence base, including consultancy timescales Ability to accommodate housing need locally

Affordable Housing Supplementary Planning Document (SPD)

Affordable Housing Supplementary Planning Document	
Document Details	
Role & Subject	To provide guidance on the application of Core Strategy and DaSA policies for the delivery of affordable homes.
Geographical Coverage	District-wide
Status	Supplementary Planning Document
Conformity	Core Strategy, DaSA
Timeframe	Up to 2028
Key Milestones	
Stakeholder engagement/evidence gathering	Up to Mar 2019
Cabinet approval of Draft SPD	May 2019
Public consultation on Draft SPD	Jul 2019 – Aug 2019
Cabinet consideration of responses to consultation and adoption of SPD	Oct 2019
Production arrangements	
Management	See Appendix 4
Information requirements	CIL obligations Viability assessment
Risk Assessment	See Appendix 4 The main risks are: - Changes in Government policy - Staffing - Delay in DaSA adoption - Significant changes in local housing needs - Significant changes in delivery models or market conditions during the process - Longer process times, especially due to high level of representations

North Bexhill SPD

North Bexhill Supplementary Planning Document	
Document Details	
Role & Subject	This will refine and elaborate on the DaSA allocation to ensure the development is planned comprehensively. It will cover the nature and layout of respective land uses, their relationship with each other and their surroundings, the provision of supporting infrastructure and the development programme for the allocation.
Geographical Coverage	North Bexhill
Status	Supplementary Planning Document
Conformity	Core Strategy, DaSA
Timeframe	Up to 2028
Key Milestones	
Stakeholder engagement/evidence gathering	Up to Mar 2019
Cabinet approval of Draft SPD	May 2019
Public consultation on Draft SPD	Jul 2019 – Aug 2019
Cabinet consideration of responses to consultation and adoption of SPD	Oct 2019
Production arrangements	
Management	See Appendix 4
Information requirements	CIL obligations Viability assessment
Risk Assessment	See Appendix 4 The main risks are: <ul style="list-style-type: none"> - Changes in Government policy - Delay in DaSA adoption - Significant changes in local housing needs - Significant changes in delivery models or market conditions during the process - Longer process times, especially due to high level of representations

Brownfield Land Register

Brownfield Land Register	
Document Details	
Role & Subject	The Brownfield Land Register provides up-to-date, publicly available information on brownfield land that is suitable for housing. This improves the quality and consistency of data held by Rother District Council which will provide certainty for developers and communities, encouraging investment in local areas.
Geographical Coverage	District-wide
Status	Brownfield Land Register
Conformity	Core Strategy, DaSA
Timeframe	Updated annually
Key Milestones	
First Published	Dec 2017
Brownfield Land Register Review	At least once a year (i.e. by Dec 2018)
Production arrangements	
Management	See Appendix 4
Information requirements	Site assessments, including landscape, ecology, flood risk, ground conditions, etc. as appropriate Environmental Impact Assessments (if applicable)
Risk Assessment	See Appendix 4 The main risks are: - Changes in Government policy - High volume of representations - Staff resources/access to specialist advice

Policies Map

Policies Map	
Document Details	
Role & Subject	The graphical presentation of policies, proposals on an OS base
Geographical Coverage	District wide with larger-scale insets covering specific areas
Status	Development Plan Document
Conformity	Development and Site Allocations (DaSA) Local Plan*
Timeframe (for DaSA)	In parallel with the DaSA
Timeframe (for Local Plan Review)	In parallel with Local Plan Review
Timetable	
For DaSA & Local Plan Review	See Figure 1
Production arrangements	
Management	See Appendix 4
Information requirements	Latest OS data Constraints information from statutory agencies

* Pending adoption of the Development and Site Allocations Local Plan, the 'Policies Map' comprises the Proposals Map of the Rother District Local Plan 2006 site-specific policies.

Appendix 4: Programme management and Risk Assessment

Management Responsibilities and Reporting Arrangements

1. The Council's Cabinet, which meets monthly, oversees the preparation of planning policy documents. It is authorised to approve documents for public consultation. However, in accordance with the Council's Constitution, statutory development plan documents that are to be published or adopted as Council policy are determined by Full Council.
2. The Portfolio Holder for Strategic Planning oversees the preparation of planning policy documents and is involved throughout, from the early stages of the process.
3. Management is overseen by the Service Manager – Strategy & Planning and, through him, by the Strategic Management Team. Day-to-day management of the production of the planning policy documents is undertaken by the Planning Policy Manager. The table below identifies the main Member and officer groups involved.

Group	Roles and Expertise
Planning Strategy team	Prime responsibility for preparing and progressing all elements of the Local Plan
Development Management team	Contribution to development of policies, especially for topics Information exchange re application and success (or otherwise) of policies and identification of policy gaps Assistance with SCI production (in respect of applications)
Other Council services	To help ensure compliance with Corporate and Service objectives and with the Community Plan at early and key stages in plan preparation To provide a 'non-planning' audit To promote awareness of the role and scope of planning policy documents and share best practice
Cabinet Portfolio Holder	To oversee and guide the strategy direction the Local Plan and related policy documents
Planning Committee	To inform Cabinet's consideration of draft policy documents based on the Committee's experience of determining planning proposals
LSP Board	To ensure consistency with the Community Strategy To help secure community and public agency involvement To help the dissemination of information about the Local Plan To inform future content of the Community Plan
Cabinet	To steer the preparation and content of policy documents at key stages, including authorising of consultation on draft development plan documents and approval of supplementary planning documents
Scrutiny Committee	To monitor, as necessary, the decisions taken in respect of policy documents by the Cabinet
Full Council	To consider and agree the content of Local plan policy documents when being submitted or adopted as Council policy

4. The Local Strategic Partnership (LSP) Board may receive reports and/or presentations on the key stages in the Local Plan production process, particularly on matters that relate closely to its priorities.
5. The involvement of other stakeholders, notably local communities, in plan preparation will be in accordance with legislative provisions and the Council's 'Statement of Community Involvement' (which is to be updated, as set out). Close liaison will also be maintained with Town and Parish Councils.

Evidence Base

6. Planning policy documents require a robust evidence base. Many studies have already been undertaken and published. The scope of others needed to inform the preparation of further documents are specified in the individual profiles in Appendix 3 of this LDS. The programme takes account of the time needed to compile the evidence base at the appropriate stage of each document.

Strategic Environmental Assessment/Sustainability Appraisal

7. The Local Plan and SPDs will be subject to Sustainability Appraisal (SA) and, where required, Strategic Environmental Assessment (SEA). Assessment of the sustainability implications of the policies will be prepared and published at the key stages in preparation in line with the SEA Regulations.

Resources

8. As discussed above, the main responsibility for the Local Plan preparation lies with the Planning Strategy Section. Beyond the expertise in the team, the support of other officers will be provided at key stages in the preparation process, notably in the production of detailed development management policies, where capacity exists.
9. External expertise will be required to assist with the preparation of specialist studies and assessments. Specifically, specialists are likely to be required in relation to landscape, ecology, transport and viability.
10. The resource requirements will be regularly monitored in line with the Council's existing budgetary processes

Timeframe and contingencies

11. At the end of the three-year timeframe covered by this LDS, the Local Plan for the District should comprise the Core Strategy and the Development and Site Allocations Plan.
12. A Risk Assessment is presented below, with potential responses.

Risk Assessment

Risk Factor	Likelihood	Scale of Impact	Contingency Actions	Possible Response to Risk occurring	Implications
Work demands that are not programmed notably Neighbourhood Plans	High	High	Manage inputs to neighbourhood plans and strictly prioritise inputs to re work demands Short-term extra resources	Review programmes for priority policy documents	Delay Possible financial cost
Changes to Planning Policy and Guidance	High	High	Monitor emerging guidance, consultations etc.	Reassess priorities through review of LDS	Delay
Staff shortages e.g. unable to recruit, long term sick leave etc.	Medium	High	Consideration with HR of recruitment and retention issues	Subject to timing of absence, purchase expertise on short term basis via consultancy	Delay Financial cost
Requisite expertise or capacity not available in-house	Medium	Medium	Staff training/CPD, Identify evidence needs with other LPAs	Train staff, Purchase expertise on short term basis Sharing expertise with other LPAs	Financial cost
Budgetary limitations	Medium	High	Council budgetary management processes, Monitor grant potential, Advanced appraisal of future costs	Reassess Section priorities through review of both the LDS and the Section's work programme	Delay Non-achievement of other Section priorities
Longer process times, especially due to high level of responses	Medium	Low	Encourage online representations Early engagement	Secure administrative assistance Review programme and priorities	Delay
Loss of IT systems (virus etc.)	Low	High	Ensure system of regular backup of all data	Retrieve data from storage	Delay